

USC Graduate School

Appointment or Change of Master's Committee

Master's Committee: The master's committee consists of at least three, and no more than five, members. The committee chair must have an appointment in the student's program. At least two of the members must be full-time faculty in the student's home program, and may be tenured, tenure track or non-tenured RTPC faculty. All committees must have a majority of members from the student's home program.

A USC faculty member from outside the student's home program is called an "outside member." For outside faculty the judgment of qualification to serve will be made by the dean of the school of the outside faculty member's primary appointment.

A faculty member from an institution other than USC is called an "external member." The CV of the external member must be attached to the Appointment of Committee form PDF and uploaded to Thesis Center.

Outside and/or External members should be identified as such in the Appointment Type column below.

Student Name: _____, _____ **Student I.D. #** _____
Last **First**

Phone: _____ **E-mail:** _____ **Program Of Study (POST) Code:** _____
(do not enter your zip code)

Major: _____ **School:** _____

If the student is changing the committee chair, the signature of the previous chair is required here: _____

For all changes of committee, please list the names of all committee members. Only the new member(s) and committee chair are required to sign.

<u>Committee Members</u> <i>Printed names</i>	<u>Rank:</u> <i>Ex: Professor, Associate Professor, etc.</i>	<u>Appointment Type:</u> <i>Tenured/ Tenure track/RTPC; Outside/External</i>	<u>Home Dept.</u>	<u>Signature</u>	<u>Date</u>
Chair	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Please complete the section below for all appointments and changes of committees. Dean of Outside Member's School only required if applicable

	<u>Printed Name</u>	<u>Signature</u>	<u>Date</u>
Student	_____	_____	_____
Department Chair or Program Director	_____	_____	_____
Dean	_____	_____	_____